

### ***It's important ...***

***When you get TANF/SFA (Temporary Assistance for Needy Families/State Family Assistance), you must follow WorkFirst program requirements and your IRP (Individual Responsibility Plan).***

### ***If you don't ...***

***You will get a penalty unless you can prove you had a good reason. This is called being in WorkFirst sanction status.***



Mailstop: 45470  
1009 College Street SE  
Lacey, WA 98504-5470



**Important**  
***WorkFirst***  
**Changes**

## ***What are the sanction penalty changes?***

Starting May 1, 2004 everyone in sanction status will have the same penalty. The sanction penalties will be:

- Your grant is reduced by 40%.
- Your grant is sent to a protective payee.
- To have your sanction penalty removed you must do what is required for 4 weeks in a row unless you show a good reason why you cannot follow the requirements.
- Once you do what is required for 4 weeks in a row, your sanction penalty will be lifted the first of the following month.

While in sanction, you cannot get support services (such as money for work clothes or transportation) until you start following your IRP.

These changes will affect you if you are in sanction on May 1, 2004 OR if you go into sanction on or after May 1, 2004.

## ***What if I have received TANF/SFA for 60 or more months?***

Starting May 1, 2004, if you've been getting assistance for more than 60 months and get a sanction, you will get a CSNP (Child SafetyNet Payment) instead of a grant. This means:

- Your grant is reduced by 40%.
- Your grant is sent to a protective payee.
- The protective payee can only pay your housing and utility costs. Any money left over after these are paid must be used to buy things for the children.

- To have your CSNP penalties removed you must do what is required for 12 weeks in a row unless you show a good reason why you cannot follow the requirements.
- Once you do what is required for 12 weeks in a row, your CSNP penalty will be lifted the first of the following month.

These changes will affect you if you are in sanction or CSNP on May 1, 2004 OR if you go into CSNP on or after May 1, 2004.

## ***What are good reasons not to follow WorkFirst requirements?***

You will not get a penalty, or will be taken out of penalty, if you prove you have a good reason for not following program requirements. Good reasons could include any of the following:

- Your doctor tells us you have an emergency physical, mental or emotional condition;
- You are a victim of family violence;
- You cannot find affordable, appropriate child care in your area for children under 13;
- You have an immediate legal problem;
- You are classified as NSA (Necessary Supplemental Accommodation) and your limitation kept you from following program requirements; or
- You are exempt because you have an infant under 4 months old; are an adult with a severe and chronic disability; needed at home to care for a child with special needs or another adult with disabilities; 55 or older and caring for a child and you are not the child's parent; or you are applying for SSI with a DSHS facilitator.

We will not put you in sanction or change you to CSNP unless we first offer you a chance to talk about the sanction and whether you have good reason for not following program requirements. If we decide you do not have good reason, we must give you notice about why and offer you the chance to request a fair hearing if you disagree.

Being in sanction or CSNP will not affect your medical benefits.

These new rules will affect you and your family. Even if your IRP was created before May 1, 2004 and contains outdated information about sanction and CSNP.

## ***What if I have questions?***

If you have questions about these WorkFirst changes, call your local office to find out how your family will be affected.

Contact your worker about getting out of sanction or CSNP.

If you or someone in your household is in sanction or CSNP on May 1, 2004, the new penalties will affect you.

